

DEAR TAXPAYER:

IN ACCORDANCE WITH CHAPTER 59, SECTION 61A THE BOARD OF ASSESSORS REQUEST THAT YOU COMPLETE THE ENCLOSED PROPERTY VERIFICATION FORM SO THAT THE PROPERTY RECORD CARD MAY BE REVIEWED FOR ANY INACCURACIES THAT MAY AFFECT THE VALUE.

1. HOUSE STYLE \_\_\_\_\_ (CAPE-RANCH-GARRISON-COLONIAL-OTHER)  
NUMBER OF STORIES \_\_\_\_\_ NUMBER OF APTS. \_\_\_\_\_  
EXTERIOR: WOOD \_\_\_\_\_ BRICK \_\_\_\_\_ STONE \_\_\_\_\_ VINYL \_\_\_\_\_ ALUM \_\_\_\_\_  
AGE OF HOUSE: \_\_\_\_\_
2. HAS THE PROPERTY BEEN REMODELED IN THE LAST 10 YEARS? \_\_\_\_\_ IF YES, BRIEFLY EXPLAIN:  
\_\_\_\_\_  
\_\_\_\_\_
3. TOTAL NUMBER OF ROOMS (EXCLUSIVE OF BATHROOMS & BASEMENT ROOMS) \_\_\_\_\_
4. NUMBER OF BATHROOMS #FULL \_\_\_\_\_ #HALF BATHS \_\_\_\_\_
5. NUMBER OF BEDROOMS \_\_\_\_\_
6. DOES THE PROPERTY HAVE A FULL BASEMENT? \_\_\_\_\_ YES \_\_\_\_\_ NO
7. HOW MUCH OF THE BASEMENT IS FINISHED? \_\_\_\_\_% LVG AREA \_\_\_\_\_% REC ROOM \_\_\_\_\_% OTHER \_\_\_\_\_%
8. IS THERE A WALK IN ATTIC? \_\_\_\_\_ IF YES, IS ANY OF THE ATTIC FINISHED LIVING SPACE? \_\_\_\_\_ YES \_\_\_\_\_ NO  
\_\_\_\_\_ % FINISHED
9. NUMBER OF FIREPLACES: \_\_\_\_\_
10. HEAT: TYPE \_\_\_\_\_ FUEL \_\_\_\_\_ CENTRAL AIR \_\_\_\_\_ YES \_\_\_\_\_ NO
11. GARAGE: ATTACHED \_\_\_\_\_ DETACHED \_\_\_\_\_ UNDER \_\_\_\_\_ SIZE \_\_\_\_\_
12. BREEZEWAY: \_\_\_\_\_ SIZE \_\_\_\_\_ BARN \_\_\_\_\_ SIZE \_\_\_\_\_ CARPORT \_\_\_\_\_ SIZE \_\_\_\_\_  
SHED \_\_\_\_\_ SIZE \_\_\_\_\_  
PORCH: ENCLOSED \_\_\_\_\_ SIZE \_\_\_\_\_ SCREEN \_\_\_\_\_ SIZE \_\_\_\_\_ OPEN \_\_\_\_\_ SIZE \_\_\_\_\_  
DECK: \_\_\_\_\_ SIZE \_\_\_\_\_
13. POOL: ABOVE GROUND \_\_\_\_\_ IN GROUND \_\_\_\_\_ SIZE \_\_\_\_\_
14. DOES YOUR LOT HAVE ANY FACTORS WHICH YOU FEEL AFFECT ITS VALUE? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- |     |    |   |             |       |
|-----|----|---|-------------|-------|
| 15. | A. | DATE OF PURCHASE _____ SALE PRICE _____   | YES         | NO    |
|     | B. | AT THE TIME OF PURCHASE DID ANY OF THE FOLLOWING APPLY?                                       | (CHECK ONE) |       |
|     | 1. | BUYING FROM A RELATIVE  | _____       | _____ |
|     | 2. | BUYING A PROPERTY WHICH WAS ON THE MARKET FOR MORE THAN 9 MONTHS                              | _____       | _____ |
|     | 3. | BUYING A PROPERTY WHERE THE SELLER TOOK BACK A MORTGAGE                                       | _____       | _____ |
|     | 4. | FORCLOSURE OR PROPERTY BOUGHT AT AUCTION<br>IF YES TO ANY OF THE ABOVE, PLEASE EXPLAIN BELOW: | _____       | _____ |

\_\_\_\_\_  
\_\_\_\_\_

16. WERE THERE ANY OTHER SPECIAL CIRCUMSTANCES WHICH AFFECTED THE PRICE? \_\_\_\_\_ YES \_\_\_\_\_ NO  
IF YES, PLEASE EXPLAIN BELOW:

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OVERVALUATION CLAIMS ARE BASED ON 1 OF 2 REASONS

- A. OVERVALUATION BASED ON SALES MARKET ACTIVITIES.  
B. OVERVALUATION BASED ON ASSESSED VALUES OF SIMILAR PROPERTIES.

UPON FILING EITHER (OR BOTH) CLAIMS 3 PROPERTIES OF COMPARISON SHOULD BE SUBMITTED.

- A. SALES MARKET COMPARABLE PROPERTIES.

	1 <sup>ST</sup> SALE	2 <sup>ND</sup> SALE	3 <sup>RD</sup> SALE
BUYER			
SELLER			
LOCATION			
MAP(PLOT)/LOT			
SALES PRICE			
SALES DATE			
BOOK/PAGE			

- B. SIMILAR PROPERTIES COMPARED BY VALUE

LOCATION/ADDRESS	MAP(PLOT)/LOT	ASSESSED VALUE	OWNER